



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY  
MIKE STRAIN DVM  
COMMISSIONER



## LOUISIANA LANDSCAPE ARCHITECT EXAM

Dear Applicant:

In addition to passing the L.A.R.E., Louisiana candidates are required to pass the Louisiana Landscape Architect Exam before obtaining licensure. The Louisiana Landscape Architect Exam is composed of two parts, a written exam and a practical exam. One hour is allowed for each part. The study guide for the exam is "Southern Plants for Landscape Design", by Dr. Neil Odenwald.

**Agricultural & Environmental Sciences**

P.O. Box 3596  
Baton Rouge,  
LA 70821  
(225) 925-9770  
Fax: 925-3760

**Agro-Consumer Services**

P.O. Box 3098  
Baton Rouge,  
LA 70821  
(225) 922-1341  
Fax: 923-4877

**Animal Health Services**

P.O. Box 1951  
Baton Rouge,  
LA 70821  
(225) 925-3962  
Fax: 925-4103

**Forestry**

P.O. Box 1628  
Baton Rouge,  
LA 70821  
(225) 925-4500  
Fax: 922-1356

**Management & Finance**

P.O. Box 3481  
Baton Rouge,  
LA 70821  
(225) 922-1255  
Fax: 925-6012

**Marketing**

P.O. Box 3334  
Baton Rouge,  
LA 70821  
(225) 922-1277  
Fax: 922-1289

**Soil & Water Conservation**

P.O. Box 3554  
Baton Rouge,  
LA 70821  
(225) 922-1269  
Fax: 922-2577

The written exam covers plant use and characteristics. Questions pertain to the use and characteristics of various plant materials. The questions are a mix of matching, fill in the blanks, and short answers.

The practical exam consists of a walking tour where applicants are to identify selected plant material. Applicants are to write the genus, species, and common names of the plant material identified during the walking tour.

The date of this exam is December 3, 2012. Please complete the enclosed application and return it, along with the appropriate fee, to this office no later than 4:30 p.m. on November 16, 2012. Any applications received in this office postmarked after the deadline date or which are not fully complete, along with any supporting materials that may be required, will not be accepted.

The exam fee is \$200.00 for both new and reciprocity candidates. Exam applicants may apply for the Louisiana Landscape Architect Exam by one of the following methods described below:

### NEW CANDIDATES

New candidates will be allowed to take the state exam prior to applying for the national Landscape Architect Registration Exam (L.A.R.E.) administered by the Council of Landscape Architectural Registration Boards (CLARB). Visit CLARB's website [www.clarb.org](http://www.clarb.org) to apply for L.A.R.E. Regarding your education, it is imperative that we receive a certified copy of your transcript(s) or your CLARB Council Record. The more complete your application, the sooner we may process your application. Any incomplete application received will be disqualified for this exam.

### RECIPROCITY CANDIDATES

Candidates for reciprocity who are licensed in other states through successful completion of an exam approved by CLARB need only to pass the Louisiana Landscape Architect Exam to be licensed in Louisiana. We must also receive a certified copy of your scores from your state of licensure and proof of current license status or your CLARB Council Record transmitted to us from CLARB.

### RETAKE CANDIDATES

Retake candidates need only to complete the first page of the application. The exam fee for retake candidates will be \$100.00

If you have any further questions, please contact Faye Worsham at 225/952-8100.

Ansel Rankins, Assistant Director  
Dept. of Agriculture & Forestry  
Horticulture/Quarantine Programs



# LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Horticulture Commission, P.O. Box 91081, Baton Rouge, LA 70821-9081, (225) 952-8100, FAX (225) 925-3760

## LOUISIANA LANDSCAPE ARCHITECTURE EXAMINATION

\*5626\*

### SECTION I.

NAME	<input type="checkbox"/> MR.	<input type="checkbox"/> MS.	<input type="checkbox"/> MRS.											PHONE	<input type="text"/>	<input type="text"/>	<input type="text"/>				
FIRST	<input type="text"/>										BUSINESS PHONE	<input type="text"/>	<input type="text"/>	<input type="text"/>							
MIDDLE	<input type="text"/>											<input type="text"/>	<input type="text"/>	<input type="text"/>							
LAST	<input type="text"/>											<input type="text"/>	<input type="text"/>	<input type="text"/>							
SUFFIX	<input type="text"/>										E-MAIL ADDRESS	<input type="text"/>									

DATE OF BIRTH *	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	SOCIAL SECURITY NO.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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\* All applicants for licensure or permitting under the provisions of L.R.S. 3:3801 et seq., must have attained their eighteenth (18th) birthday.

MAILING ADDRESS	<input type="text"/>											<input type="text"/>	<input type="text"/>	<input type="text"/>			
CITY	<input type="text"/>										STATE	<input type="text"/>	ZIP CODE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

CHECK ONE	<input type="checkbox"/> NEW CANDIDATE	<input type="checkbox"/> RECIPROCITY	<input type="checkbox"/> RETAKE
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LOUISIANA LANDSCAPE ARCHITECT EXAMINATION FEE: \$200.00

RETAKE FEE: \$100.00

1. NEW CANDIDATES MUST COMPLETE THE ENTIRE APPLICATION AND PROVIDE ANY NECESSARY INFORMATION REQUESTED ALONG WITH THE APPLICATION, SIGNED, DATED, NOTARIZED, WITH THE APPROPRIATE FEES.
2. CANDIDATES APPLYING FOR THE EXAMINATION UNDER SECTION III (B OR C) MUST SUBMIT EXAMPLES OF WORK AS SPECIFIED IN THE ENCLOSED EXAM QUALIFICATION DOCUMENT.
3. RETAKE CANDIDATES ONLY NEED TO COMPLETE SECTION I, SIGN AND DATE BELOW AND RETURN THIS SHEET WITH THE APPROPRIATE FEES.
4. RECIPROCITY CANDIDATES WILL NEED TO HAVE YOUR STATE OF INITIAL LICENSURE SEND A CERTIFIED COPY OF YOUR SCORES, ALONG WITH PROOF OF CURRENT LICENSE STATUS OR HAVE YOUR CLARB COUNCIL RECORD TRANSMITTED TO US FROM CLARB.
5. YOU MAY OMIT THE EDUCATION AND EXPERIENCE SECTIONS IF YOU ARE SUBMITTING A CLARB COUNCIL RECORD, AND THE INFORMATION IS CONTAINED WITHIN.

SIGNATURE	DATE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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EXAM APPLICATION FEE 0130 1595 01 1206 \_\_

OFFICE USE	
Transmittal #	<input type="text"/>
Check #	<input type="text"/>
Date	<input type="text"/>
Amt. \$	<input type="text"/> .00



SECTION II.

1. APPLYING FOR QUALIFICATION UNDER WHICH OF THE FOLLOWING RULES: (SEE ENCLOSED EXAM QUALIFICATIONS DOCUMENTS).
- ☐ A. DEGREE IN LANDSCAPE ARCHITECTURE OR RELATED FIELD AND ONE YEAR INTERNSHIP.  
MUST COMPLETE ALL SECTIONS AND SEND CERTIFIED TRANSCRIPT.  
NO EXAMPLES OF WORK REQUIRED.
- ☐ B. SIX YEARS OF PRACTICAL EXPERIENCE. MUST COMPLETE EXPERIENCE SECTION AND SEND EXAMPLES OF  
WORK AS SPECIFIED IN ENCLOSED RULES AND REGULATIONS.
- ☐ C. COMBINATION OF EDUCATION AND EXPERIENCE. MUST COMPLETE ALL SECTIONS AND SEND CERTIFIED  
TRANSCRIPT AND EXAMPLES OF WORK AS SPECIFIED IN ENCLOSED RULES AND REGULATIONS.

SECTION III.

2. EDUCATION: MUST SEND CERTIFIED COPY OF TRANSCRIPTS. ATTACH ADDITIONAL SHEETS AS NEEDED.

NAME & ADDRESS OF COLLEGE OR UNIVERSITY	MAJOR	DATE FROM	DATE TO	DEGREE TITLE & DATE RECEIVED



**SECTION IV.**

**3. EXPERIENCE: MUST SUBMIT EXAMPLES OF WORK AS SPECIFIED IN RULES. START WITH MOST RECENT POSITION AND WORK BACKWARDS. ATTACH ADDITIONAL SHEETS AS NEEDED.**

DATE FROM	DATE TO	STATE NATURE, CHARACTER & MAGNITUDE OF WORK. NAME, TITLE & LICENSE OF SUPERVISOR DESCRIPTION OF KEY WORK FEATURES	PART-TIME* TIME EMPLOYED	FULL-TIME TIME EMPLOYED	NAME, PHONE & FULL ADDRESS OF EMPLOYER

\* INDICATE NUMBER OF HOURS WORKED PER WEEK FOR EACH ENTRY.

**AFFIDAVIT**

STATE OF \_\_\_\_\_, COUNTY OR PARISH OF \_\_\_\_\_, SS.

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_, BEFORE ME PERSONALLY APPEARED

\_\_\_\_\_ KNOWN TO ME TO BE THE PERSON

HEREIN DESCRIBED, AND AS HAVING SIGNED THIS APPLICATION, AND ON OATH AFFIRMS THAT ALL THE STATEMENTS

HEREIN MADE ARE TRUE.

\_\_\_\_\_  
Notary Public

(SEAL)

\_\_\_\_\_  
Signature of Applicant

## **HORTICULTURE AND NURSERY LICENSES AND PERMITS**

The Louisiana Horticulture Law states that no person shall receive fees, advertise, or solicit business in a regulated profession or occupation unless he holds the appropriate license or permit, or has a regular employee who holds the appropriate license or permit, or is employed by a person who holds the appropriate license or permit. For specifics on what each license or permit authorizes, see Section 3808 of the Horticulture Commission Law. All licensees are required to place at least one of their license numbers on all business related vehicles that have advertisements on them (Section 115 E of regulations).

### **Retail Florist License**

Authorizes the holder to arrange and sell floral designs, cut flowers and ornamental plants. Does not include the sale of woody ornamentals, such as tall trees or fruit trees. Must have a regular employee (minimum of 32 hours per week) at each place of business who is a licensed florist. Does not apply to artificial materials or dried plant materials.

Requirements: Written Exam – By appointment  
Fee - \$50  
License Fee - \$75

### **Landscape Horticulturist License**

Authorizes the holder to recommend and execute measures for interior and exterior beautification through the use of nursery stock, may sell or lease and maintain nursery stock. Includes bed preparation, plant installation, sod installation, pruning, fertilizing, landscape maintenance and operating a nursery. Cannot draw landscape designs for a fee. May prepare drawings to indicate the placement of nursery stock. Must have licensees name, the words "Landscape Horticulturist", and license number on all drawings. We do not regulate yard work (cutting lawns, edging and hand-weeding beds).

Requirements: Written Exam - By appointment  
Fee - \$50  
License Fee - \$75

### **Landscape Irrigation Contractor License**

Authorizes the holder to construct, install, connect, repair, maintain, improve or alter any portion of a landscape irrigation system, including the required wiring for that system. Requires the licensee to obtain a water supply protection specialist endorsement from the State Plumbing Board before connecting to a public or private water supply system. Licensees must enter into a written contract with the property owner specifying the landscape irrigation services to be performed and the sum to be paid for the services.

Requirements:      Written Exam - By appointment  
Fee - \$50  
Certificate of Liability Insurance -  
                         \$25,000 per person bodily injury  
                         And  
                         \$50,000 per person for property damage  
Attendance of continuing education seminar every three  
years for renewal of license.  
License Fee - \$75

### **Wholesale Florist License**

Authorizes the holder to prepare and sell cut flowers, plant materials and ornamental plants to retail florists and cut flower dealers. Cannot make and/or sell floral arrangements.

Requirements:      Written Exam - By appointment  
Fee - \$50  
License Fee - \$75

### **Arborist License**

Authorizes the holder to make recommendations or execute tree surgery type work including tree removal, pruning, trimming, cabling, fertilization and cavity work. Licensees must enter into a written contract with property owners specifying work to be done and sum to be paid.

Requirements:      Written Exam - By appointment  
Fee - \$50  
Certificate of Liability Insurance -  
                         \$25,000 per person for bodily injury  
                         And  
                         \$50,000 per person for property damage  
Attendance of continuing education seminar annually for  
renewal of license.  
License Fee - \$75 per year.

### **Utility Arborist License**

Authorizes the holder to recommend and execute the removal of trees or portions of trees along utility rights of way.

Requirements:      Written Exam - By appointment  
Fee - \$50  
Certificate of Liability Insurance -  
                             \$25,000 per person for bodily injury  
                             And  
                             \$50,000 per person for property damages  
Attendance of continuing education seminar annually for  
                             renewal of license.  
License Fee - \$75 per year.

### **Landscape Architect License**

Authorizes the holder to prepare landscape design plans, landscape grading and drainage plans, landscape irrigation plans, planting plans, and related landscape construction details and specifications, for a fee.

Requirements:      National Exam: Register for the Landscape Architect  
Registration Exam (LARE) through the Council of Landscape  
Architectural Registration Boards (CLARB) [www.clarb.org](http://www.clarb.org).

Louisiana State Section: New applicants, retakes, and  
reciprocity exam applicants can get exam information by calling  
LDAF at (225) 952-8100.

All applicants for the Louisiana State Section (new applicants  
and reciprocity) must pay a \$200.00 exam fee. Retake  
applicants must pay a \$100.00 exam fee.

A minimum of 8 credit hours of continuing education must be  
obtained annually for license renewal.

License Fee - \$75 per year.

### **Nursery Certificate Permit (Growers Permit)**

Authorizes a grower to sell nursery stock, cut flowers, and bulbs which he/she grows. Permit is issued after inspection is made. Nursery is inspected for any major insects or diseases. No exam is required. Fees are as follows:

NCI    -      Area greater than 2,500 sq. feet and/or Greenhouse greater than 200  
sq. ft. - \$50 per year. For permits effective beginning Jan. 1, 2004 fee  
is \$100 per year.

NC2 - Home Yard (less than 2,500 sq. ft.) and/or Greenhouse less than 200 sq. ft. - \$10 per year. For permits effective beginning Jan. 1, 2004 fee is \$25.00 per year.

If a person wants to both grow and buy nursery stock to sell from only one location, they would need either a grower's permit or a nursery stock dealer permit, not both. If they will be growing the majority of their stock, then they can operate under just a nursery grower's permit. However, if they plan on growing and selling nursery stock at one location, and also selling at additional locations, they would need both the grower's permit and a nursery stock dealer permit for each additional location.

### **Nursery Stock Dealer Permit**

Authorizes the holder to sell nursery stock. In order to apply for a nursery stock dealer permit, the applicant must be involved in the business of selling nursery stock. A Louisiana State Sales Tax number, issued by Louisiana Department of Revenue and Taxation ((225) 219-7318), is required prior to issuance of permit.

Requirements: Permit only - no exam - separate permit required for each outlet.  
Fee - \$130 per outlet per year.

### **Cut Flower Dealer Permit**

Authorizes the holder to sell cut flowers, either singly or in bunches. Cannot arrange flowers in any fashion. In order to apply for a cut flower dealer permit, the applicant must be involved in the business of selling cut flowers. A Louisiana State Sales Tax number, issued by Louisiana Department of Revenue and Taxation ((225) 219-7318), is required prior to issuance of permit.

Requirements: Permit only - no exam - separate permit required for each outlet.  
Fee - \$70 per outlet per year.

### **Many of these licenses and permits have overlaps. For example:**

1. If a nursery grower wants to install and maintain landscapes, they are required to have a landscape horticulturist license.
2. A retail nursery outlet selling nursery stock may operate with a landscape horticulturist license or a nursery stock dealer permit. If they install nursery stock, they are required to have a landscape horticulturist license.
3. A retail florist is not required to have a cut flower dealer permit if they want to sell cut flowers that are not in an arrangement. Also, they are not required to have a nursery stock dealer permit to sell potted plants. However, if they have sod (grass) or woody ornamentals (such as trees, shrubs, etc.) for sale, they would need a nursery stock dealer permit as well as a retail florist license.